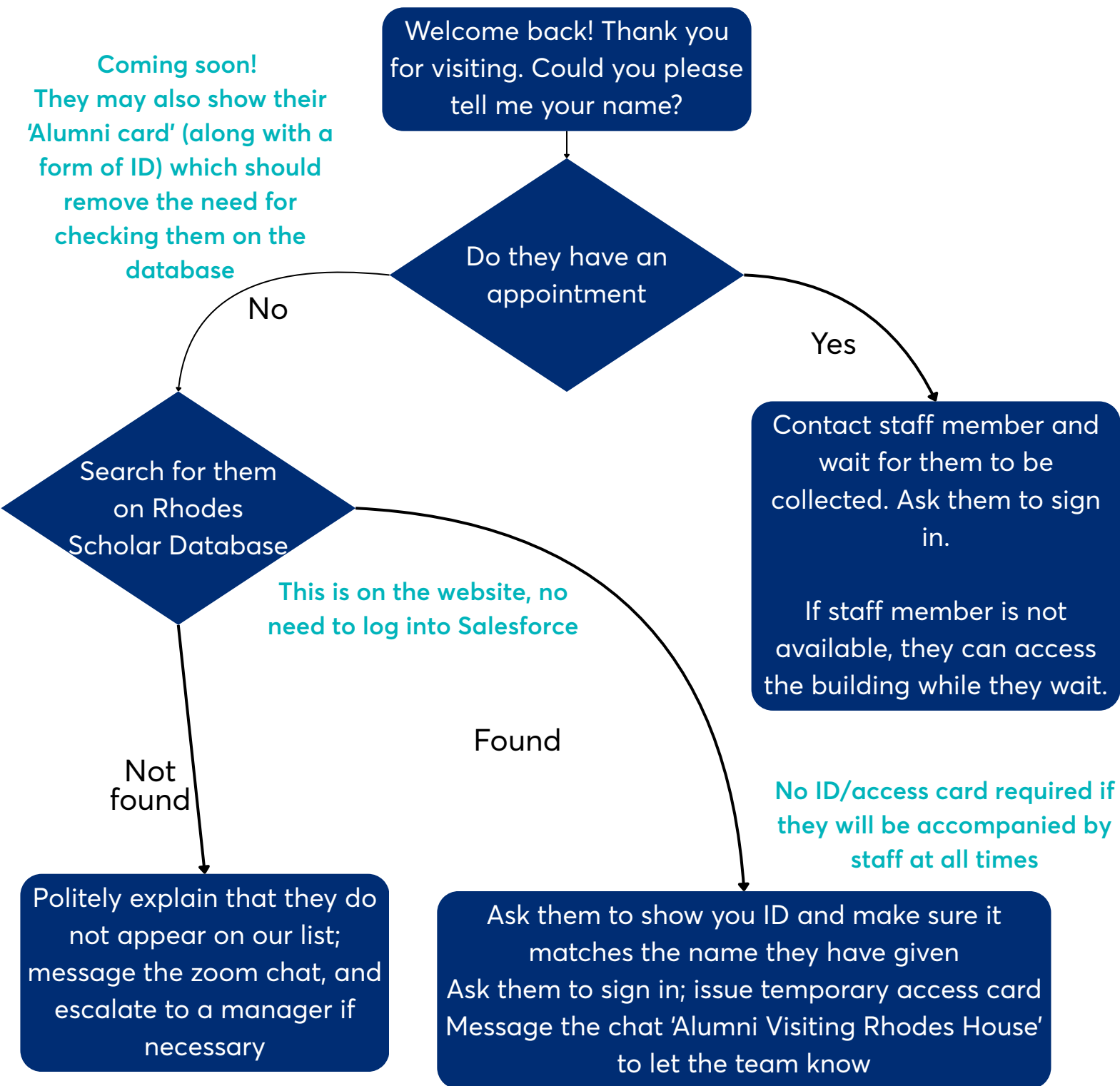


# Alumni Visiting Rhodes House



## What can they do inside?

- If they would like to see a staff member, let them visit the cafe and gardens whilst you wait for a reply on the zoom chat
- They can wander round the building. If there is an event on, let them know if there are any rooms to be avoided.
- They can work in Rosebery, the Scholars Common Room, and use the cafe
- They cannot bring guests to work or study, but they can visit the building with one. See 'guests' section overleaf for more details

# FAQs

## Can they book a meeting room?

Unfortunately Rhodes House is not a suitable place for zoom calls or meetings. Politely apologise and let them know that it won't be possible to book a room to work in

## Can they stay?

Yes! Rhodes House has 34 bedrooms available for Scholars and the public to stay in. Alumni get a 20% discount and they should make use of this by booking in advance at [accommodation@rhodeshouse.ox.ac.uk](mailto:accommodation@rhodeshouse.ox.ac.uk)

## Can they have a permanent access card?

Unfortunately access cards are only available for staff members and Scholars in Residence. If asked for one, please let them know that for security reasons, they are not available for Alumni

## They want to see a specific staff member and I can't get hold of them

If this happens, say you are not sure if she is available but you will send her a message. Use the zoom group chat, sending a message of the Scholar who is visiting and who they are requesting to see. Not every member of staff is in Rhodes House every day, so somebody may be able to come and say hello in their place. If not, do apologise but let them know they are welcome to look around

## What if they come before 9am or after 5pm, or on a weekend?

There aren't typically staff members around outside of 9am-5pm or on a weekend. Apologise but let them know there is nobody available, they are however welcome to sign in and look around during the opening hours of the House.

## What if they bring a guest and want to look around?

They can look around the House with one guest (who will also need to sign in) but any more than this usually needs to be accompanied. There are occasions when it is ok for a Scholar to bring more guests, for example if they are staying in Oxford with their family we would usually accommodate a spouse and children looking around, subject to other building activity. Message the zoom group to let the team know there is someone looking around in case they can go and say hello. They may be available to show them around. If a Scholar turns up with a large group, they need to be accompanied. If there is nobody available to take them around, please apologise and ask them to come back another time. Scholars cannot bring guests to study in the House.